

**FOREIGN PASSENGER VESSEL
ANNUAL EXAMINATION BOOK**
(FOR VESSELS BUILT AFTER 25 MAY 80)

Name of Vessel		Flag No Change	
IMO Number		Case Number	
Date Completed	Priority	Points	
Location			
Vessel Built in Compliance with SOLAS: 60 74 74/78 NA			
Senior Marine Inspectors / Port State Control Officers			
1. _____		3. _____	
2. _____		4. _____	

Name of Vessel

VIN

Deficiencies identified should be listed with MSIS codes. At completion of inspection/examination, any outstanding deficiencies shall be entered in MIDR or PSDR as appropriate. All deficiencies found (outstanding and completed) shall be entered in the Deficiency Summary. Worklist items, which serve only as memory joggers to complete inspection/examination (e.g., test emergency fire pump), should not be coded as deficiencies.

BS	Ballast	DC	Dry Cargo	IC	I/C Engine
BI	Bilge	ES	Electrical	LS	Lifesaving
BA	Boiler, Aux.	FF	Firefighting	MI	Miscellaneous
BM	Boiler, Main	FL	Fuel	NS	Navigation
CS	Cargo	GS	General Safety	PP	Propulsion
DM	Deck Machinery	HA	Habitation	SS	Steering
DL	Doc., Lics., Pmts.	HU	Hull		

This examination book is intended to be used as a job aid by Coast Guard senior marine inspectors/port state control officers during boardings of foreign-flagged passenger vessels constructed after 25 May 80 (i.e., vessels regulated under SOLAS 74 and SOLAS 74/78). Vessels constructed prior to this date and regulated under SOLAS 48 or SOLAS 60 should be examined using the CG-840 CV1 examination book. Each book contains an extensive list of possible examination items. It is not, however, the Coast Guard's intention to "inspect" all items listed. As a port state responsibility, senior marine inspectors/port state control officers must verify that the vessels and their crews are in substantial compliance with international conventions and applicable US laws. The depth and scope of the examination must be determined by the senior marine inspectors/port state control officers based on their observations.

This document does not establish or change Federal laws or regulations. References given are only general guides. Refer to IMO publications, CFR's, the Port State Control Job Aid, NVIC's, and any locally produced cite guides for specific regulatory references.

NOTE: Guidance on how to examine foreign passenger vessels can be found in MSM Volume II, Chapter 20: Procedures Applicable to Foreign Passenger Vessels.

- ☐ All vessels
- ☐ Vessels constructed after 01 JUL 86 (SOLAS 74/78) only
- ☐ Vessels constructed after 25 MAY 80 but prior to 01 JUL 86 (SOLAS 74) only

- Review MSIS records.
 - PSVH
 - VFIP
- Obtain copies of forms to be issued.

- Issue letters/certificates to vessel.
 - Record of deficiencies
- Complete MSIS entries within 48 hours.
 - PSAR
 - MSDS
 - PSDR
 - VFLD
 - VFIP

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Section 1: Administrative Items

IMO Applicability Dates:

Reference	Date
SOLAS 1948	19 NOV 52
SOLAS 1960	26 MAY 65
SOLAS 1974	25 MAY 80
1978 Protocol to SOLAS 1974	01 MAY 81
1981 Amendments (II-1 & II-2)	01 SEP 84
1983 Amendments (III)	01 JUL 86
<i>Various additional amendments to SOLAS</i>	
MARPOL 73/78 Annex I	02 OCT 83
MARPOL 73/78 Annex II	06 APR 87
MARPOL 73/78 Annex III	01 JUL 92
MARPOL 73/78 Annex V	31 DEC 88
COLREGS 1972	15 JUL 77
<i>Various additional amendments to COLREGS</i>	
Load Line 1966	21 JUL 68
STCW 1978	28 APR 84
1991 Amendments	01 DEC 92
1994 Amendments	01 JAN 96
1995 Amendments	01 FEB 97

Detention Information:

NOTE: Complete prior to recommendation.

Verify owner (from DOC or COFR), operator, and mailing address.

Verify owner's agent.

Verify last and future drydock dates and locations.

If dual classed, who will respond? _____

Which agency issued the documents that have major problems?

What is the date of the last survey conducted for those items that have problems?

What are the vessel's plans to deal with the problems?

What is the crew's attitude toward the problems?

Is the detention ISM related? If so, include ISM certification information in the Detention Report to G-MOC-4.

[illegible]

Vessel Information:

Classification Society	
ISM Issuer: Same as above?	
Yes	No If not the same, which Recognized Organization? _____
NOTE: The period of validity for ISM documents should correspond to the following list. If they do NOT, ISM documents should be further investigated.	
<input type="checkbox"/> 5 years = Full term (SMS and DOC)	<input type="checkbox"/> 12 months = Interim (DOC)
<input type="checkbox"/> 6 months = Interim (SMC)	<input type="checkbox"/> 5 months = Short term (SMC)
Last Drydocking Date	Next Drydocking Date
Location of Last Drydocking	
Date of Last Class Survey	
Outstanding conditions of class or non-conformities	
Last Port of Call	Next Port of Call
Method of Construction I II III	Conversions / Modifications
Call Sign	No Change (VFID)
Gross Tons	No Change (VFMD)
Built Date (use delivery date)	No Change (VFCD)
Overall Length (in feet)	No Change (VFMD)

Vessel Description:

Passenger Vessel

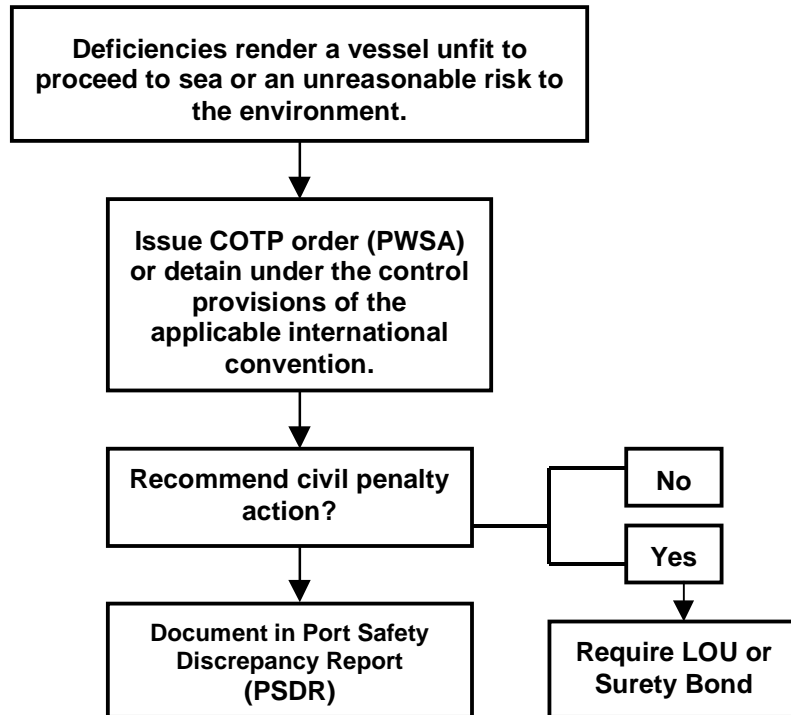
Ferry

Ro-ro Passenger Vessel

Other

Requiring Corrective Measures Prior to Departure

(DETENTION)



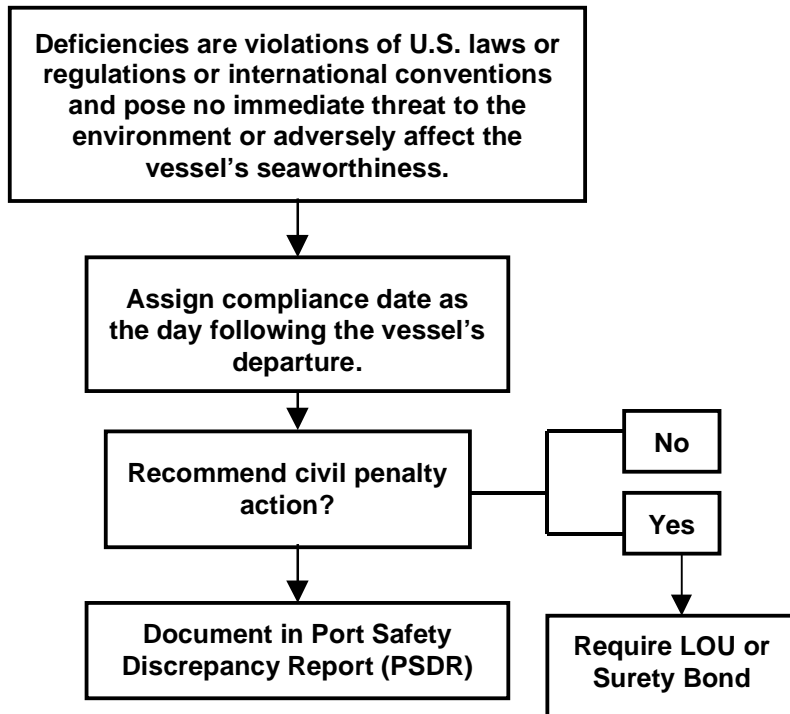
Examples include the following:

- Excessive wastage, corrosion, pitting, holes, or damage to the hull, cargo hatches, fire main, or other vital system.
- Inoperable emergency fire pump or emergency generator.
- Inability to lower lifeboats.
- Inoperable lifeboat motors (i.e., will not start).
- Crew incompetent to carry out duties (e.g., fire or boat drills, cargo transfer, stability calculations, etc.).
- Licenses invalid.
- Safe Manning Document not on board.

Endors. Date			
Exp. Date			
Issue Date			
Port Issued			
ID #			
Issuing Agency			
Name of Certificate	International Tonnage (ITC) No Change	Safety Management (SMC) No Change	Document of Compliance (DOC) No Change

Requiring Corrective Measures Prior to Return to U.S.

(NO DETENTION)



Examples include the following:

- Charts or nautical publications not currently corrected.
- Portable hoses have not been tested but appear in good condition.
- Actual location of safety equipment deviates from the vessel safety plan.
- Electrical fixtures in paint locker not appropriately certified for safe usage in hazardous location. (Operational controls, such as disconnecting the electrical power source or removing flammables from the space, may satisfactorily remove risk to vessel.)

<input type="checkbox"/>	Bridge log	33 CFR 164.25 STCW 95 I/14
	<ul style="list-style-type: none"> • Pre-arrival tests conducted • Casualties (navigation equipment and steering gear failures reported) • Steering gear drills • Emergency steering drills 	33 CFR 164.53
<input type="checkbox"/>	Exemptions to SOLAS certificates	SOLAS 74/78 I/4
<input type="checkbox"/>	Criterion numeral	SOLAS 74 II-1/5 SOLAS 74/78 II-1/6
	<ul style="list-style-type: none"> • Determination 	
<input type="checkbox"/>	Stability information	SOLAS 74 II-1/7 SOLAS 74/78 II-1/8 SOLAS 74 II-1/19 SOLAS 74/78 II-1/22 SOLAS 74 II-1/20 SOLAS 74/78 II-1/23
	<ul style="list-style-type: none"> • Damage stability information • Stability test information • Damage control plans 	
<input type="checkbox"/>	Information on all persons aboard vessel	SOLAS 74/78 III/24-2.1 SOLAS 74/78 III/24-2.2 SOLAS 74/78 III/24-2.3 SOLAS 74/78 III/24-2.4
	<ul style="list-style-type: none"> • List of "special needs" passengers • Identification record (name-gender-adult, child, infant) <ul style="list-style-type: none"> — Held ashore readily available for SAR organizations 	
<input type="checkbox"/>	Decision support system for emergency management	SOLAS 74/78 III/24-4
<input type="checkbox"/>	Working language established and recorded	SOLAS 74/78 V/13
	<ul style="list-style-type: none"> • Language _____ • Different from Flag State <ul style="list-style-type: none"> Yes No • Posted plans include translation 	

Notes: _____

Section 5: Appendices

Recommended Port State Control Procedures:

The following flowcharts contain information gleaned from the Marine Safety Manual Volume II, Chapter 24. The senior marine inspector/port state control officer should be familiar with this chapter as well as the information pertaining to Port State Control examinations contained in MSM Volume II, Chapters 19—Foreign Vessel Exams (General), 20—Foreign Vessel Exams (Passenger), and 23—Targeting of Foreign Vessel Boardings.

Considering the seriousness of the deficiencies, the OCMI or COTP must determine the appropriate control action to impose on these vessels to ensure the safety of the vessel, the port, and the environment. The degree of control imposed, as well as the authority used to exercise control, must be consistent with the nature of the deficiencies.

The following definitions and terms of reference are used in the MSM to describe key elements of Port State Control enforcement:

Clear Grounds. Evidence that the vessel, its equipment, or crew do not correspond substantially to the requirements of the relevant conventions or that the master or crew members are not familiar with essential shipboard procedures relating to the safety of vessels or the prevention of pollution.

Control. Control is the process of imposing a port state's or flag state's authority over a vessel to ensure that its structure, equipment, operation and crew meet applicable standards. The process is affected by any verbal or written directives from the OCMI/COTPs or their representatives, which require action or compliance by the vessel.

Detention. Detention is a control action that restricts a vessel's right of free movement. The imposition of a restriction on the movement of a vessel constitutes a detention regardless of whether or not a delay from a vessel's normal or expected itinerary occurs. Detentions may be carried out under the authority of the applicable international convention, the Ports and Waterways Safety Act (PWSA) or a Customs hold.

Intervention. An intervention is a control action taken by a port state, which interposes the port state's authority over a foreign flag vessel in order to cause the vessel to be brought into compliance with an applicable international convention. Interventions are undertaken by a port state when a vessel's flag state has not, can not, or will not exercise its obligations under an international convention to which it is a party. This may include requesting appropriate information, requiring the immediate or future rectification of deficiencies, detaining the vessel, or allowing the vessel to proceed to another port for repairs.

Section 3: Inspection Requirements

Navigation Safety:

- | | | |
|--------------------------|--|---|
| <input type="checkbox"/> | Charts and publications for US waters/
intended voyage | 33 CFR 164.33 |
| | <ul style="list-style-type: none">• Current and corrected charts• US Coast Pilot• Sailing directions• Coast Guard Light List• Tide tables• Tidal current tables• International Rules of the Road• Inland Rules of the Road• International Code of Signals• Plotting equipment | 33 CFR 164.35 |
| <input type="checkbox"/> | Operationally test radar(s) and ARPA | 33 CFR 164.35
33 CFR 164.37
33 CFR 164.38 |
| | <ul style="list-style-type: none">• 2 required if over 10,000 GT• Operate independently• ARPA acquires targets | |
| <input type="checkbox"/> | Compasses | 33 CFR 164.35 |
| | <ul style="list-style-type: none">• Illuminated gyrocompass with repeater at stand• Illuminated magnetic compass• Current deviation table | |
| <input type="checkbox"/> | Test electronic depth sounding device and recorder | 33 CFR 164.35 |
| | <ul style="list-style-type: none">• Accurate readout• Test all transducers• Continuous recorder (chart) | |
| <input type="checkbox"/> | Electronic position fixing device | 33 CFR 164.41 |
| | <ul style="list-style-type: none">• Location accurate | |

Notes: _____

☐ **Fire Drill:**

Notes:

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☐ GMDSS

- Additional radio equipment for area of operation

SOLAS 74/78 IV/8
SOLAS 74/78 IV/9
SOLAS 74/78 IV/10
SOLAS 74/78 IV/11

☐ GMDSS lifeboat radios (VHF)

- 3 if over 500 GT
- Operable condition

SOLAS 74/78 III/6.2

- 9 GHz radar transponder (SART)

- Two required
- Stowed so to be rapidly placed in survival craft, or stowed in survival craft

SOLAS 74/78 III/6.2
NVIC 9-93

☐ Emergency source of power (radio)

- Independent of ship's power system
- 1 or 6 hour time duration
- Battery system
- Battery charger

SOLAS 74/78 IV/13

☐ NAVTEX

SOLAS 74/78 IV/7.1.4

 INMARSAT

SOLAS 74/78 IV/7

☐ Radio installation

- Safe installation
- Independent lighting
- Marked with call sign

SOLAS 74/78 IV/6.2

☐ Signalling lamp

SOLAS 74/78 V/11

☐ Lifesaving signals table

SOLAS 74/78 V/16

General Health and Safety:

☐ Crew able to perform necessary safety and pollution prevention duties

- Personal survival techniques
- Firefighting emergencies
- Elementary first aid

STCW 95 VI/1

Notes:

- | | | |
|--------------------------|---|---|
| <input type="checkbox"/> | Communication navigation bridge / machinery space | SOLAS 74 II-1/32
SOLAS 74/78 II-1/37 |
| | <ul style="list-style-type: none"> • Engine-order telegraph • Sound powered phone, voice tube, etc. | |
| <input type="radio"/> | Remote shutdown for main propulsion on bridge | SOLAS 74/78 II-1/31 |
| <input type="radio"/> | Adequate ventilation in machinery spaces | SOLAS 74/78 II-1/35 |

Electrical Systems:

- | | | |
|--------------------------|---|--|
| <input type="checkbox"/> | Main generators | SOLAS 74 II-1/24
SOLAS 74/78 II-1/41 |
| | <ul style="list-style-type: none"> • 2 required | |
| <input type="checkbox"/> | Emergency source of power | SOLAS 74 II-1/25
SOLAS 74/78 II-1/42
SOLAS 74/78 II-1/44 |
| | <ul style="list-style-type: none"> • Emergency lighting • Generator and/or batteries tested under load • Provides adequate lighting at main generators | |
| <input type="checkbox"/> | General safety | SOLAS 74 II-1/27
SOLAS 74/78 II-1/45 |
| | <ul style="list-style-type: none"> • Guards and mats for switchboards • Battery storage | |

Pollution Prevention:

- | | | |
|--------------------------|--|-----------------------------------|
| <input type="checkbox"/> | Pollution placard posted | 33 CFR 155.450 |
| <input type="checkbox"/> | MARPOL V placard posted | MARPOL Ax. V/9 |
| <input type="checkbox"/> | Garbage | 33 CFR 151.63
MARPOL Ax. V/3 |
| | <ul style="list-style-type: none"> • Shipboard garbage properly disposed • No plastics or synthetics discharged overboard • Garbage Management Plan | MARPOL Ax. V/9 |
| <input type="checkbox"/> | Standard discharge connection | MARPOL Ax. I/18
33 CFR 155.430 |

Notes: _____

- | | | |
|--------------------------|--|---|
| <input type="checkbox"/> | Muster lists and emergency instructions | |
| | <ul style="list-style-type: none"> • Available for each person • Posted in conspicuous places • Language understood by crew • Shows crew member duties • Checked for accuracy | SOLAS 74/78 III/8

SOLAS 74/78 III/53 |
| <input type="checkbox"/> | Pilot ladders and hoists in good condition | SOLAS 74/78 V/17 |

Subdivision and Stability:

- | | | |
|--------------------------|---|--|
| <input type="checkbox"/> | Stability logging | SOLAS 74/78 II-1/8 |
| | <ul style="list-style-type: none"> • Verified by master | |
| <input type="checkbox"/> | Draft marks | SOLAS 74/78 II-1/8 |
| | <ul style="list-style-type: none"> • Bow and stern | |
| <input type="checkbox"/> | Ballasting fuel tanks | SOLAS 74 II-1/8
SOLAS 74/78 II-1/9 |
| <input type="checkbox"/> | Load line markings | SOLAS 74 II-1/11
SOLAS 74/78 II-1/13 |
| | <ul style="list-style-type: none"> • Visible including C.1 line | |
| <input type="checkbox"/> | Openings in watertight bulkheads | SOLAS 74 II-1/13
SOLAS 74/78 II-1/15 |
| | <ul style="list-style-type: none"> • Pipes, cable penetrations properly sealed • Free of lead or other heat-sensitive materials • Ro-ro requirements | SOLAS 74/78 II-1/23-2 |
| <input type="checkbox"/> | Weathertight bulkhead | SOLAS 74/78 II-1/10.3
SOLAS 74/78 II-1/10.4 |
| | <ul style="list-style-type: none"> • Fitted over collision bulkhead • Extends to next full deck above the bulkhead deck | |
| <input type="checkbox"/> | Operation of watertight / weathertight doors | |
| | <ul style="list-style-type: none"> • Required drills • Inspections • Markings • Logged | SOLAS 74/78 II-1/24

SOLAS 74/78 II-1/25 |

Notes: _____

<input type="checkbox"/>	General emergency alarm	<ul style="list-style-type: none"> Audible throughout accommodation spaces, crew working spaces, and open decks Sounds continuously until MANUALLY shut off Special crew alarm 	SOLAS 74 II-2/32 SOLAS 74/78 II-2/40 SOLAS 74/78 II-2/41-2.4.8
<input type="checkbox"/>	Public address system installed	<ul style="list-style-type: none"> Audible throughout accommodation spaces, public spaces, service spaces, control stations, and open decks 	SOLAS 74 II-2/32 SOLAS 74/78 II-2/40 SOLAS 74/78 II-2/41-2.4.9 SOLAS 74/78 III/6.5
<input type="checkbox"/>	Adequate means of escape in accordance with fire control plans	<ul style="list-style-type: none"> Two means of escape Dead-end corridors Not blocked by furniture Enclosed protected access to embarkation Low-location lighting <ul style="list-style-type: none"> No more than 1 foot above deck Signs and equipment marked Inspected and logged weekly 	SOLAS 74 II-2/21 SOLAS 74/78 II-2/28 SOLAS 74/78 II-2/41-2.4.10 SOLAS 74/78 II-2/41-2.4.7
<input type="checkbox"/>	Machinery space requirements	<ul style="list-style-type: none"> Remote pump shutdowns Remote fuel valves Means of closing openings 	SOLAS 74 II-2/50 SOLAS 74/78 II-2/11 SOLAS 74/78 II-2/15
<input type="checkbox"/>	Fireman's outfits	<ul style="list-style-type: none"> SCBA spare air cylinders (must be interchangeable) Proper number of outfits for passenger spaces 2 additional outfits per MVZ Properly stowed 	SOLAS 74/78 II-2/17.1.2.2 SOLAS 74/78 II-2/17.3.1.1 SOLAS 74/78 II-2/17.4
<input type="checkbox"/>	Miscellaneous items	<ul style="list-style-type: none"> Electric radiators Noncombustible cinematographic film 	SOLAS 74 II-2/6 SOLAS 74/78 II-2/18

Notes: _____

<input type="checkbox"/>	Liferafts	<ul style="list-style-type: none"> Number required Specifications Equipment Embarkation Markings Operating instructions Manning Retro-reflective tape Stowage Servicing 	SOLAS 74 III/27 SOLAS 74/78 III/20 SOLAS 74 III/15 & 16 SOLAS 74/78 III/38 - 40 SOLAS 74 III/17 SOLAS 74/78 III/38 SOLAS 74 III/19 SOLAS 74/78 III/11 & 22 SOLAS 74 III/20 SOLAS 74/78 III/39 & 40 SOLAS 74/78 III/9 SOLAS 74/78 III/10 SOLAS 74/78 III/30 SOLAS 74 III/29 SOLAS 74/78 III/13, 23 SOLAS 74/78 III/19
◇	Liferafts	<ul style="list-style-type: none"> Availability 	SOLAS 74 III/4
○	Liferafts	<ul style="list-style-type: none"> Launching stations Launching and recovery procedures Falls renewed (end-for-end) 	SOLAS 74/78 III/12 SOLAS 74/78 III/15 & 48 SOLAS 74/78 III/19
○	Rescue boats	<ul style="list-style-type: none"> Number required Construction and equipment Embarkation, launching, and recovery Stowage Retro-reflective tape 	SOLAS 74/78 III/20 SOLAS 74/78 III/47 SOLAS 74/78 III/16, 22 & 48 SOLAS 74/78 III/14 SOLAS 74/78 III/30
◇	Buoyant apparatus	<ul style="list-style-type: none"> Availability Number required Stowage Specifications 	SOLAS 74 III/4 SOLAS 74 III/27 SOLAS 74 III/29 SOLAS 74 III/33

Notes: _____

- ☐ Fixed fire detection and alarm systems
 - Indicate fire and its location
 - 2 sources of power
 - Spare parts
 - Alarms
- ☐ Additional fixed fire detection and alarm system requirements
 - Fault indicators
 - Control panel indicators
 - Instructions
 - Call point locations
 - Smoke extraction system (vessels built after 01 FEB 92)
 - Required in machinery spaces if manning is reduced
- ☐ Fire extinguishers
 - Spares
 - Serviced
 - Location and number agree with fire control plan
- ☐ Fire pumps, fire mains, hydrants, and hoses
 - Number of pumps required
 - Adequate number and position of hydrants
 - Adequate pressure
 - Relief valves
 - Fire hoses properly stored
 - Spanners
 - Water fog applicators
 - 2 in each Category A machinery space
 - 1 for each pair for SCBA's
 - 3 for each special category space
 - Portable foam applicators
 - 1 unit in each boiler room
 - 1 unit in each engineroom
 - 1 unit for each special category space
 - Fire hose nozzles
 - Jet / spray nozzles with a shutoff

SOLAS 74 II-2/12
SOLAS 74 II-2/32
SOLAS 74/78 II-2/13
SOLAS 74/78 II-2/36

SOLAS 74/78 II-2/13
SOLAS 74/78 II-2/36

SOLAS 74/78 II-2/13-1
SOLAS 74/78 II-2/14

SOLAS 74 II-2/15
SOLAS 74/78 II-2/21
SOLAS 74/78 II-2/6
SOLAS 74 II-2/7
SOLAS 74 II-2/32

SOLAS 74 II-2/15
SOLAS 74/78 II-2/21
SOLAS 74 II-2/5
SOLAS 74/78 II-2/4
SOLAS 74 II-2/32

SOLAS 74/78 II-2/41-2.1.3

SOLAS 74/78 II-2/41-2.1.4

SOLAS 74/78 II-2/41-2.1.5

Notes: _____

- ☐ Distress signals
 - 12 red rocket parachute flares
- ☐ Additional emergency communication equipment
 - Two-way radio
 - Portable radio for survival craft
 - Emergency alarm system
 - Emergency communications
- ☐ Muster stations
 - Location
 - Size
 - Emergency lighting
- Adequate lighting for decks, lifeboats, etc.
 - Emergency lighting

SOLAS 74 III/24
SOLAS 74/78 III/16 & 35

SOLAS 74/78 III/6

SOLAS 74/78 III/50

SOLAS 74/78 III/24
SOLAS 74/78 III/24
SOLAS 74/78 III/11

SOLAS 74 III/30

Fire Protection:

- ☐ Fire control plans
 - Properly displayed
 - Correct notations and information
 - Weathertight enclosure outside deckhouse
- ☐ Structure
 - Decks, deckhouse, shell, bulkheads
 - Aluminum A and B Class properly insulated
 - Conforms to plans
 - Fire integrity values
NOTE: Reduced for sprinkled areas.

SOLAS 74/78 II-2/20
SOLAS 74/78 II-2/41-2.1.1

SOLAS 74 II-2/35
SOLAS 74/78 II-2/23
SOLAS 74 II-2/17
SOLAS 74/78 II-2/23
SOLAS 74 II-2/39
SOLAS 74/78 II-2/20
SOLAS 74/ II-2/39
SOLAS 74/78 II-2/20

Notes: _____
